

September 27, 2005

Public Session

The meeting was called to order by Ms. Wedge, at 7:00 PM. The following members were present:

**Ms. Sylvia Wedge, Chair Mr. David Croston Ms. Karen Gleason
Mr. Douglas Wilkey, Clerk Mrs. Terri Cortvriend Mrs. Marge
Levesque**

Also Present: Dr. Susan Lusi, Colleen Jermain, Cynthia Brown, Patti Cofield, Rick Elmasian

1. CHAIRMAN'S REPORT

Ms. Wedge reported that Mr. Terrence Kavanagh resigned from the School Committee for personal reasons. She thanked him for his service.

Ms. Wedge reported that a Policy Subcommittee meeting will be held on October 4th at 5:30 PM. Dr. Lusi would like to have a special School Committee meeting on October 4th to review her goals as Superintendent.

Ms. Gleason asked why she wasn't notified about the Policy Subcommittee meeting if she was still the Chair. Ms. Wedge stated that she appointed Mr. Wilkey as the Chair of the Sub-committee.

2. SPOTLIGHT

a) Research Experience for Teachers Program - Brown University. A motion was made by Mr. Wilkey and seconded by Mr. Croston to commend Mr. Erin Escher, Portsmouth Middle School; Mrs. Keri Jardine, Elmhurst School; and Mrs. Rebecca Ragno, Hathaway School; for their participation and achievement in the Research Experience for Teachers Program at Brown University. So voted 6-0.

3. SUPERINTENDENT'S REPORT

Dr. Lusi stated that she had hoped to be able to report to you on FY '06 budget at this meet-ing, however, she feel that it's crucial that all numbers be absolutely accurate. She also feels that it is the Administration's responsibility to come forward with recommendations for addressing the budget shortfall going forward, at the same time that the reworked budget is put forward. For these reasons, Dr. Lusi delayed the discussion until our next meeting. Dr. Lusi stated that we will be looking at August financials this evening, and we can already see problems in some lines that have been historically under-budgeted. She stated that as we look at the

reworked budget for 2006, we will be looking at the bottom line that was given to us by the Town Council and at the same time looking at the structural issues in our budget and what needs to be reallocated. She reminded the Committee of the truncation of our 2006

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budget process. The budget passed in June with \$300,000 reduction to request; Dr. Lusi came on about the time we would have distributed the \$300K reduction. Mrs. Brown had problems closing the books and realized we needed to rework the entire budget; this means that the reduction will be factored into the reworking.

Dr. Lusi stated that the Committee needs to agree on her goals by October 15th, according to her contract. She proposed a special Executive Session for Tuesday, October 4th, to discuss her performance to date, as well as her goals. She will bring a draft forward for discussion and to get the Committee's input with the intent of establishing goals by the October 15th deadline.

Dr. Lusi reported that at the Administrators Meeting today, they continued their discussion on a guaranteed and viable curriculum for our students.

Dr. Lusi stated that she and Mrs. Brown attended a RIASBO breakfast meeting where the Governor spoke about the efforts he is making that will benefit us on the State level, i.e. negotiating co-pay with Unions on the State level; Pension reform; and other things related to education funding. Dr. Lusi will attend a RISSA meeting tomorrow for new Superintendents and Superintendents with new districts.

a) Teaching and Learning: Asst. Supt. Jermain reported that tomorrow, students in Grades 3-8 will start the testing process for NECAP. The State is really strict on the process of NECAP testing. The PMS Gates-MacGinitie assessment data was delivered this morn-ing. She will share the assessment data at the next meeting.

Asst. Supt. Jermain briefed the Committee on the Commissioner's Peer Review that is going to be taking place at the high school level, a process that involves all high schools in the State to make sure they are on target to meet the regulations, graduation by proficiency, etc. She reported that Ms. Lisa Murphy has been trained as a table leader. She will be reviewing other schools and will be able to gather information for our review, which will take place in February. The Commissioner will meet with the Assistant Super-intendents in May or June 2006 to review and report back to us as far as meeting the regulations, meeting the rigor, and taking the necessary steps, etc. Mr. Littlefield will be presenting on behalf of the high school in both February and the May/June reviews. The State is requiring all districts to be in compliance. The Class of 2008 will have to fulfill the

ELA and math requirements as far as testing out and showing their proficiency. We have to make sure we have the rigor in the classroom. We have teams now coordinating vertically between the middle school and high school as far as looking at the curriculum and what we are teaching in our classrooms. Communication is going on between the classrooms on what we are doing and when we are doing it.

Asst. Supt. Jermain reported that with the new program at Portsmouth Middle School and the elementary schools on math problem solving and math concepts, we are starting to

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see some changes as far as how children are approaching math and how they are applying their skills to math. She will have some quantative data at the next meeting.

Mrs. Levesque inquired about the NEASC study at the high school. Mr. Littlefield stated that the high school is doing a self-study process where they actually do their own NEASC study on their own school. The self study should be done by December, and they will submit it to the Commission, who will assemble a visiting team that will visit the first week of April 2006. They will have Portsmouth High School's

self study with them when they examine the school themselves. They will issue their report later in the spring. The high school has eight NEASC subcommittees working on the self study (School and Community Profile, Mission and Expectations for Student Learning, Curriculum, Instruction, Assessment of Student Learning, Leadership and Organization, School Resources for Learning, Community resources for Learning, and Steering Committee).

b) Finance and Operations: Mrs. Brown gave a brief report. She stated that she attended a RIASBO meeting on September 26th with Dr. Lusi where the Governor spoke on such issues as Medicaid reauthorization, the education funding formula, meeting predictability in funding, energy management, and statewide contracts.

Regarding the Group Home funding, Ms. Wedge and the Town Council President issued a letter to the Department of Education asking for support with group home reimbursement. The State has put in a supplemental appropriation request that includes a number of communities, Portsmouth being one of them. As of the deadline, there was only one group home open in Portsmouth, which totaled \$90,000 (\$15,000 per bed). The reimbursement would have been \$450,000, had all the homes been open. There is no guarantee, however, that the supplemental appropriation will come through.

4. APPROVAL OF MINUTES

A motion was made by Mr. Croston and seconded by Mrs. Cortvriend to approve the minutes of the meeting held September 13, 2005. Ms. Gleason questioned the section of the minutes that dealt with the Buildings and Grounds subcommittee report. She asked that a statement made by Mr. Kavanagh be added to the minutes. Mr. Croston moved to table his original motion and have Mrs. Cofield review the notes to clarify what Mr. Kavanagh stated regarding a masonry issue at the last Buildings and Grounds subcommittee meeting. Seconded by Mrs. Cortvriend. So voted 6-0.

5. CONSENT AGENDA

a) Student Activity Advisor Appts. - PHS. The Superintendent recommends adoption of the following resolution, “that the Committee approves the student activity advisor ap-pointments at Portsmouth High School for the 2005-06 school year as presented.”

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b) Coaching/Advisor Appts. - PMS. The Superintendent recommends adoption of the following resolution, “that the Committee approves the coaching and advisor appoint-ments at Portsmouth Middle School for the 2005-06 school year as presented.”

A motion was made by Mr. Croston and seconded by Mrs. Levesque to approve the Consent Agenda as presented. So voted 6-0. Dr. Lusi announced the following appointments:

PHS National Honor Society Advisor: Melissa Belotti

PHS Freshman Class Advisors: Rose Escobar and Danielle Grise

PHS Multi-Cultural Explorer Club Advisors – Adriana Trevino, Kristin Crary, Rosie Sosnowski

PMS Yearbook Advisor – Jackie Shearman

PMS Boys' Basketball Coach – Al Sweet

PMS Girls' Basketball and Cross Country Coach – Lisa Bagwell

6. BUSINESS AGENDA

a) Election of Vice-Chairman. A motion was made by Mr. Wilkey to nominate Mr. Cros-ton to the position of Vice Chairman. Seconded by Mrs. Cortvriend. There were no other nominations. The motion passed 4-1-1. Ms. Gleason was opposed; Mr. Croston abstained.

b) Presentation on AEDs. Mr. Littlefield gave a report on the purchase of AEDs. He stated that PHS will purchase a minimum of three Zoll Plus Automatic External Defib-rillators for the protection of students, athletes, fans, officials, and parents. The Zoll Plus is compatible with the devices used by the Portsmouth Fire Department, ensuring proper transition from first responders to emergency

medical services. In addition to the AEDs, the school will also purchase a training device to be used in certifying members of the high school staff in the use of AEDs.

AED Advisory Opinions: Portsmouth High School will purchase and maintain AEDs and train personnel in CPR/AED use in response to the following advisories: Rhode Island Inter-scholastic League – January 2005; Rhode Island Department of Education – June 2005; and the U.S. Department of Labor – December 2001

Location of Devices: One device will be placed in the gymnasium lobby, one in the hallway outside of the nurse's clinic and one in the storage building at the athletic field (spring, summer, and fall only). Subsequent devices will be placed according to Advisory Board recommendations. All coaches, physical education teachers, custodians, and administrators will have keys to the storage building adjacent to the athletic field. Additionally, regular users of the athletic facilities will be issued keys to the building in order to access the AED placed there.

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AED Advisory Board: The PHS AED Advisory Board will assist the

principal in supervising placement of the devices, planning and coordinating training of staff and monitoring equipment maintenance. The Advisory Board will also convene to review any cardiac events on campus. Advisory Board members will include: school department physician, principal, athletic director, school nurse/teacher, PFD representative.

Authorized AED Users: All PHS staff who have completed the required CPR/AED training (AHA Heartsaver AED or equivalent AHA or Red Cross Certification), and any volunteer responders who have completed equivalent training (includes any police, firefighters, EMS, medical professionals who may be present at an incident).

AED Responder Responsibilities: Immediate notification of EMS by calling 911; victim assessment and CPR/AED use per AHA/ARC training and manufacturers recommendations; continue CPR/AED use until arrival of EMS and assumption of care by EMS; and notify the principal as soon as possible after the event.

Post Cardiac Event Procedure: The AED Advisory Committee will convene; the Medical Director will download event data for analysis; and the post-event report will be issued.

Equipment Maintenance: After use, the unit should be cleaned according to manufacturer's specifications; batteries and pads to be replaced; School Nurse Teacher will conduct regular battery checks

according to manufacturer's specifications.

Liability immunity for AED users

First responders who employ AEDs are protected from liability by the following RI laws:

R.I. Gen. Laws §9-1-34 (2000)(AED User Immunity)

RI Gen. Laws §23.6.2.2 (2000)(Approving Placement of AEDs)

RI Gen. Laws §23-6.2-1 (2000)(Decl. Of RI Policy on AEDs)

RI Gen. Laws §9-1-27.1 (1953)(Gen. Stat.)

Portsmouth High School AED Advisory Committee: Robert E. Littlefield, PHS Principal; Carolyn DiGigioia, PHS School Nurse Teacher; Michael Lunney, PHS Athletic Director; Michael Medeiros, PHS PE/Health Chair; Dr. David Johnson, PSD School Physician; Dep. Chief Robert Church, PFD; and Pvt. Kevin Jenks, PFD.

School Nurse-Teacher Nancy Souza gave a presentation on how to operate an AED.

c) Review/Acceptance of August 2005 Financial Statements. A motion was made by Mr. Croston and seconded by Mr. Wilkey to accept the August 2005 financial statements as presented. Mrs. Brown reported that she has been encumbering all known expenses as was recommended by the Administration and School Committee after examining the FY 2005 budget shortfall. She reported that as of August, the encumbrances of all currently known Special Education tuitions show a projected shortfall of \$510,569 for this school

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year, and the encumbrances for vocational education tuitions show a projected shortfall of \$101,258.

d) Review/Approval – 2005-06 Budget Adjustments. A motion was made by Mr. Croston and seconded by Mrs. Cortvriend to approve the budget adjustments as presented. So voted 6-0. Ms. Gleason stated that she did not realize she was voting on this motion. She would've changed her vote.

e) Request for Approval – PHS Gymnasium Contract. A motion was made by Mr. Croston to approve the proposed contract with Advanced Building Concepts for the Portsmouth High School Gymnasium Project as presented, and amend the motion to include that the acceptance is of the contract language and form only, and not to the authorization to sign the contract at this time. Mr. Croston further amended the motion to request that Mr. Updegrove drafts a Letter of Intent to Advanced Building Concepts, Inc., notifying them of our intent to award the contract based on their revised Base Bid #2 and to authorize them to incur up to \$20,000 in expenses associated with subcontract buyouts and shop drawings, and authorize the Chair to execute the Letter of Intent. Seconded by Mr. Wilkey. So voted

5-1. Ms. Gleason was opposed.

f) Request for Approval – High School Gymnasium Construction Oversight Committee Charter. A motion was made by Mr. Croston and seconded by Mrs. Cortvriend to approve the High School Gymnasium Construction Oversight Committee Charter as presented. So voted 5-1. Ms. Gleason was opposed.

g) Recognition of Gymnasium Fundraising Committee. The Superintendent recommends adoption of the following resolution, “that the Committee recognizes the Gymnasium Fundraising Committee for the purpose of raising additional funds for costs associated with the Portsmouth High School gymnasium.” This item was removed by Dr. Lusi.

7. SUBCOMMITTEE REPORTS

a) Finance. Mr. Croston announced that a series of subcommittee meetings needs to be scheduled to include a final report of the FY '05 issue. At the same time, we will take the leadership from the Administration on the FY '06 issue after it is reported to the School committee. Mr. Croston will confer with the Superintendent and Mrs. Brown and will come up with some dates.

b) Buildings and Grounds. Mr. Croston thanked the Town Council for their concerns relative to the gym. He thinks there is unity in the

not-too-distant future. He also thanked them for earmarking the Impact Aid funds on their own volition. Mr. Croston asked everyone to reserve October 15th for the groundbreaking ceremony at 11:00 AM, prior to the Homecoming festivities. He stated that the fundraising for the time being is being done under the Buildings and Grounds Subcommittee. He had the opportunity to

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present his fundraising ideas to the Portsmouth Public Education Foundation at their meeting on September 26th, and ask them to consider being the 501c3 for the fundraising. The Foundation will discuss it further before making a final decision. Mr. Croston also reported that he presented a multi-tiered fundraising plan to the Town Council.

A motion was made by Mr. Croston and seconded by Mr. Wilkey to adjourn the meeting. So voted 6-0. The meeting adjourned at 9:23 PM.

Respectfully submitted,

Patti Cofield

Recording Secretary for

Douglas Wilkey, Clerk